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29 April 1959

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MEMORANDUM FOR [REDACTED]

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1. On 24 April, I discussed with [REDACTED] ARO/OL, disposition of certain files at [REDACTED]

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2. I advised her as follows:

a. The DD/S is responsible for determining the disposition of Support Records regardless if they are in the DD/P Area or not.

b. It is difficult to determine the precise records which are referred to in the proposed schedule sent in by [REDACTED]

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c. The [REDACTED] has lowered the retention period of certain contract files to six and three year periods. This required considerable negotiation with the National Archives because the general schedule provides a long retention period.

d. A sample of each of the items on the schedule sent in by [REDACTED] on which there is some question, should be obtained so that we can review it and see if there is any opportunity of applying the provisions of the general schedule.

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3. [REDACTED] agreed, reluctantly, to do this.

4. In the interim, I suggest that we find out from [REDACTED] Office what type of certification they leave in the field when making an audit.

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